

<b>NAME</b>	<b>ATTEND</b>
Denise Munger, Chair	X
Michelle Hannan, Vice-Chair	X
Kim Graffam	X
Michael Thompson	X
John Viehman	X
Jonathan Duke, Town Manager	X
Rockport AV Staff	X
General Public	X



**April 14, 2025 – 6:00 p.m.**

**GCPR – Opera House**

*Motion to amend agenda to add discussion of tree poisoning on Mechanic Street.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam				X		
Michael Thompson		X		X		
John Viehman	X			X		

### **Consent Agenda**

- a. Accept Donations for the Library Parking and Marge Jones Basketball Courts
- b. Approve Meeting Minutes
  - March 10, 2025
  - March 25, 2025
  - April 7, 2025

*Suggested Motion:*

*I move to approve Consent Agenda as presented.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman				X		

Additional Comments:


## Action Item

- a. Act on Rockport Parks and Beautification Committee Application(s):
- Susie Laidlaw - Alternate

### Manager's Comments: Action item

We are not yet certain if Susie will be at the meeting to answer any questions you may have.

### *Suggested Motion:*

*I move to approve Susie Laidlaw application for the Parks and Beautification Committee as an Alternate with term ending in June 2028.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam	X			X		
Michael Thompson		X		X		
John Viehman				X		

Additional Comments:


## **Action Item**

- b. Act on create a mission and structure for Sewer Ordinance Task Force

### **Manager's Comments: Action item**

As an outgrowth of the Board's efforts to repurpose the efforts of the former Ordinance Review Committee toward task forces singularly focused on a given topic area, the first such effort concerns the sewer ordinance. Last year's effort toward constructing a WRRF and extending sewer lines along Route 90 opened several areas of concern and question with the existing sewer ordinance. As such, a concerted effort is needed to examine the current ordinance and streamline the ordinance's intent while accommodating the knowledge gained through 30 years of operating a wastewater collection system in Rockport.

#### ***Suggested Motion:***

***I move the Board approve the creation of the Sewer Ordinance Task Force with a mission statement as amended:***

***The Task Force is formed to update and revise the Rockport Sewer Ordinance. The Ordinance is governed by the enabling provisions of Article VIII, Part 2, Section 1 of the Maine Constitution, and provisions of 30-A, M.R.S.A Section 3001.***

***Operation and management of the sewer system in Rockport has taken on a more significant role from when the current Sewer Ordinance was developed, one that is essential to support current and future economic growth, and ensuring that the health, safety and welfare of Rockport residents and our waters are protected by eliminating existing pollution, preventing further pollution and controlling the sewer system through regulation.***

***The current sewer ordinance should be reviewed and revised so that it addresses the current and future needs of the Rockport sewer system, as well as ensuring that the resulting ordinance is clearly written and enforceable as written. This evaluation should consider the design, installation, operations and maintenance of the sewer system to protect public health and welfare, as well as the economics and allocation of the costs of the sewer system among its users and other beneficiaries of the sewer system. This includes consideration of incentives and requirements for residents to hook up to the sewer when it is available, extension of the sewer system, evaluation of allocation of debt service among equivalent users, fair sewer rates for all users, and consideration of mechanisms to support affordable housing and economic development.***

***Given the technical and legal nature of the sewer ordinance it is desired that the members of the Sewer Ordinance Task Force have technical or legal backgrounds to assist the Town in developing an updated sewer ordinance. This Task Force shall consult with the WW Advisory Task Force and shall be assisted by the town Planning and Community Development Director and consist of three or five members***

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>ABSTAIN</b>	<b>YES</b>	<b>NO</b>	<b>Time</b>
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman				X		

Additional Comments:


## **Action Item**

- c. Act on Annual Town Meeting Warrant for June 2025 Election

### **Manager's Comments: Action item**

The proposed warrant includes the articles the Board directed to be drafted at its March meeting. Article 3 is the final draft of the comprehensive plan, as approved by the Comprehensive Plan Committee. This draft includes feedback from state agencies from the review of the plan submitted earlier this winter as indicated from the letter attached to this packet from Orion. As the letter notes, the State found the draft plan complete and consistent with the requirements of comprehensive plans in Maine.

Article 4 is an article which would authorize the Town Manager to apply for funding from the Land and Water Conservation Fund to support construction of the new park at the former RES property. Grants from this fund are up to \$500,000 and the funds would be used to construct the park and assist in the development of the conservancy which will fund the park's ongoing maintenance and upkeep. To gain funding, the Town must dedicate the use of that parcel for park needs in perpetuity. Representatives from the Leshner Family Foundation will be present to answer any questions the Board may have on this matter.

Article 5 would amend the Harbor Ordinance to increase the allowable size of piers and wharves as recommended by the Harbor Committee. Sam Temple, chair of the Harbor Committee, will be present to explain this recommended change to the ordinance.

Articles 6 and 7 consist of the FY 26 municipal budget which gained the Select Board's approval last Monday. As the Board is aware, the Budget Committee did not approve any recommendations for changes to the Town Manager's budget and there was unanimous consent from all involved to remove funding for the basketball court reconstruction from this budget.

There are two actions asked of the Board for this item. First, the Board must vote to approve the warrant as amended or presented. Then, the Board goes article by article to vote their recommendations.

We will then reprint a copy of the warrant with the recommendations and the Board will need to come into the office and sign the final version.

### ***Suggested Motion:***

***I move to approve the Warrant for June 2025 Election as amended.***

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam	X			X		
Michael Thompson		X		X		
John Viehman				X		

## TOWN OF ROCKPORT ANNUAL TOWN MEETING WARRANT Tuesday, June 10, 2025

---

To: Randy Gagne, Constable of the Town of Rockport, in the County of Knox, State of Maine

*Greetings:*

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Rockport in said County, qualified by law to vote in Town affairs, to meet at the Rockport Public Library, of the said Town of Rockport, on Tuesday, the 10th day of June, 2025 at 8:00am to 8:00pm to vote on Articles 2 through 6, at which time the meeting will adjourn.

**Article 1.** To elect a moderator to preside at said meeting.

**Article 2.** To elect:

- a. One 3-year term for Select Board and Overseers;
- b. Three 3-year terms for the Budget Committee;
- c. Two 3-year terms for the Library Committee;
- d. One 3-year term for Director of SAD #28 and to also serve concurrently on the Five Town CSD School Board;
- e. One 1-year term for Director of SAD #28 and to also serve concurrently on the Five Town CSD School Board.

**Article 3.** Shall the Town adopt the “Rockport Forward Comprehensive Plan 2025”?

~~*Note: A copy of the proposed Comprehensive Plan is available for review and inspection in the Town Clerk’s Office*~~ and on the Town’s website.

Select Board Votes:                    05 For, 0 Against, 0 Abstain    RECOMMEND

**Article 4.** To see if the Town of Rockport will authorize the Town ~~Manger~~ Manager to apply, on behalf of the Town, for approval of federal financing assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for recreational amenities within the Rockport Elementary School park project; and further authorize

the Town Manager to enter into the Land and Water Conservation Fund Project Agreement with the State subsequent to federal approval of the project.

The LWCF Land and Water Conservation Fund grant program provides ~~matching funds~~ a match of up to \$500,000 per project annually for approved recreational initiatives. The Town's entire contribution, ~~which will represent the local "match,"~~ will be financed provided through a private donation from the Lesher Family Foundation, ~~which will represent the local "match."~~ The Town's acceptance of this donation was sanctioned by the June 2023 ballot measure. No Town budget ~~appropriations or borrowing~~ will be utilized to fund the development of the project.

Select Board Votes: 05 For, 0 Against, 0 Abstain RECOMMEND

**Motion to amend article 4 as shown above.**

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam				X		
Michael Thompson		X		X		
John Viehman	X			X		

**Article 5. Article 5.** "Shall the Town adopt the amendments to the Town of Rockport Coastal Waters & Harbor Ordinance, 2019, regarding section 601. Pier Height and Float and Ramp Length"

Note: A copy of the proposed ordinance amendments is available for review and inspection in the Town Clerk's Office and on the Town's website.

Select Board Votes: 5 For, 0 Against, 0 Abstain RECOMMEND

**Motion to amend article 5 as shown above.**

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair		X		X		
Kim Graffam	X			X		
Michael Thompson				X		
John Viehman				X		

**Article 6.** To see if the Town will vote to raise and appropriate the following expenditures for the 2025/2026 fiscal year:



A.	Administration .....	\$41,206
B.	Town Manager .....	\$431,643
C.	Town Clerk .....	\$384,700
D.	Planning & Community Development .....	\$485,452
E.	Finance .....	\$354,477
F.	Assessing .....	\$311,569
G.	Insurance .....	\$124,644
H.	General Assistance.....	\$81,330
I.	Police Department .....	\$1,407,087
J.	Fire Department.....	\$856,372
K.	Emergency Medical Services .....	\$1,345,530
L.	Other Public Safety Services .....	\$263,557
M.	Animal Control .....	\$7,900
N.	Harbormaster.....	\$324,233
O.	Emergency Management.....	\$9,235
P.	Public Works .....	\$3,206,062
Q.	Sanitation .....	\$171,021
R.	Library.....	\$642,134
S.	Conservation Commission .....	\$11,250
T.	Parks .....	\$100,250
U.	Opera House .....	\$265,077
V.	Recreation .....	\$78,467
W.	Buildings and Grounds Administration.....	\$487,742
X.	Town Office Building.....	\$200,515
Y.	Public Safety Building .....	\$42,280
Z.	West Rockport Fire Station.....	\$37,050
AA.	Debt .....	\$629,195
AB.	County Service, E-911 .....	\$85,513
AC.	County Service, Dispatch .....	\$42,130
AD.	Cemeteries.....	\$192,408
AE.	Special Assessments.....	\$6,800
	Total .....	\$12,626,829

*Budget Committee recommendations:*

*No ~~recommendations~~ recommended changes were provided for this budget by the Budget Committee.*

Select Board Votes:                    05 For, 0 Against, 0 Abstain      RECOMMEND —

**Article 67.** To see if the Town will vote to raise and appropriate the following as Revenue from the following sources to be used in reducing the property tax assessment for the 2025/2026 fiscal year:

A.	General Government .....	\$1,643,310
B.	Public Assistance.....	\$32,200
C.	Public Safety.....	\$906,079
D.	Public Works .....	\$106,500
E.	Culture and Recreation .....	\$184,499
F.	Buildings and Grounds .....	\$13,850

G.	All Other – Cemeteries.....	\$65,500
H.	Schools.....	\$93,750
I.	Unassigned Fund Balance.....	\$420,000
J.	Special Assessments.....	\$760,000
	Total.....	\$4,225,688

*Budget Committee recommendations:*

No recommendations recommended changes were provided for this budget by the Budget Committee.

Select Board Votes:                      05 For, 0 Against, 0 Abstain      RECOMMEND

**Motion to amend articles 6 & 7 as shown above.**

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair		X		X		
Kim Graffam	X			X		
Michael Thompson				X		
John Viehman				X		

Date: -April 14, 2025

\_\_\_\_\_  
Denise Munger, Chair

\_\_\_\_\_  
Michelle Hannan, Vice-Chair

\_\_\_\_\_  
Kimberlee Graffam

\_\_\_\_\_  
Michael Thompson

\_\_\_\_\_  
John Viehman

ROCKPORT SELECT BOARD

Attest:

\_\_\_\_\_  
Elizabeth M. Lowe, Town Clerk

## Action Item

d. Act on Lease for Mini Pumper

### Manager's Comments: Action item

To complete the lease/purchase of the fire truck's mini pumper, the Board must approve the following motion to finalize the transaction.

### *Suggested Motion:*

*I move to approve the lease for the mini pumper as follows:*

*VOTED by the Select Board for the Town of Rockport, Maine as follows:*

*VOTED: (1) That a Capital Acquisition Project (the "Project") consisting of the lease purchase of a Mini-Pumper Fire Truck with associated accessories, and attachments, is hereby approved; and*

*(2) That the financing for the Project in the principal amount of \$409,449.98 is awarded to Androscoggin Bank at an interest rate of 6.15%; and*

*(3) That the Town Manager is hereby authorized to execute a Lease Purchase Agreement for the Project, and all other documents reasonably necessary to accomplish the purpose of this vote in his capacity as Town Manager or in his capacity as Town Treasurer, as the documents may require; and*

*(4) That the Select Board hereby confirms its determination that the term of the Lease does not exceed 120% of the economic life of the Project; and*

*(5) That said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2025 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman				X		

## Action Item

- e. Act on Town Office Solar Panel Purchase

### Manager's Comments: Action item

I have explored the purchase of the solar panels with Revision Energy, with whom the Town approved a PPA contract in 2016. The contract for the PPA provides the Town the ability to purchase the solar panels at a set price after at least 6 years have elapsed under that agreement. However, the document lacks language to specify when within a given year the Town can act upon its option to buy the panels, though it is clear there is intent on all sides to allow for such a opt-out. I'm hopeful I will have an adequate response from Revision by Monday's meeting so that the Board can take action and authorize the panels purchase.

The Town has built up a reserve of over \$37,000 to complete this purchase and depending upon the date Revision agrees is the start of the term on this agreement, the cost of the purchase should not exceed \$32,000.

### *Suggested Motion:*

*I move to approve the Town Office Solar Panel Purchase as presented by Revision.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman	X			X		

## Action Items

f. Act on Committee Bylaws

- Budget Committee
- CR Pathways Committee
- ~~Conservation Commission~~
- Comprehensive Plan Committee
- Recreation Committee
- Economic Development Committee
- Rockport Parks and Beautification Committee
- ~~Zoning Board of Appeals~~

### Managers Comments:

After a bit of urging, we were able to ensure our committees have reviewed their bylaws and recommended any changes to the Board for adoption.

The Budget Committee voted to restrict the ability of an individual serving concurrently on the Select Board and the Budget Committee in their amendments to the bylaws.

### *Suggested Motion:*

*I move to approve the above Committee Bylaws as presented.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair				X		
Kim Graffam	X			X		
Michael Thompson		X		X		
John Viehman				X		

Additional Comments:

**Conservation Commission and ZBA bylaws pulled to ask members to elaborate on mission and purpose.**

## Action Items

- g. Act on Committee Workplan(s):
  - Economic Development Committee

### Managers Comments:

The last of the workplans to be considered for this year comes from the EDC. This group has set forth a rather aggressive workplan but certainly many of the concept areas highlighted are consistent with conversations and discussions held by the Select Board throughout this year.

As always, the Board retains the right to amend this workplan in any way.

### *Suggested Motion:*

*I move to approve the Economic Development Committee Workplan as presented. (or amended)*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman				X		

Additional Comments:


## Discussion Items

- a. Town Professional consultation discussion

Additional Comments:

Item was removed from agenda since it was inadvertently added.

## Executive Session

a. Contract Negotiations

***Suggested Motion:***

***I move to exit regular session and enter into executive session pursuant to 1 MRSA 405 (6)(E)***

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam		X		X		
Michael Thompson				X		
John Viehman				X		

***Suggested Motion:***

***I move to exit executive session to enter back into regular session.***

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Michelle Hannan, Vice-Chair	X			X		
Kim Graffam				X		
Michael Thompson		X		X		
John Viehman				X		



# Adjourn

*Suggested Motion:*

*I move the Board adjourn the meeting.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		9:45
Michelle Hannan, Vice-Chair		X		X		
Kim Graffam	X			X		
Michael Thompson				X		
John Viehman				X		